



November 14, 2012

**ITEM NO. E2**

**AUTHORIZATION TO AMEND THE LEASE AGREEMENT WITH A SAFE HAVEN FOUNDATION TO EXERCISE THE FIRST YEAR EXTENSION OPTION**

**To the Honorable Board of Commissioners:**

**RECOMMENDATION**

It is recommended that the Board of Commissioners authorizes the Chief Executive Officer or his designee to amend the Lease Agreement between A Safe Haven Foundation (also known as "Chicago Christian Industrial League") and Chicago Housing Authority ("CHA") to exercise the first year extension option.

Acting Chief Housing Officer, the Office of the General Counsel and the Office of Procurement have completed all necessary due diligence to support the submission of this initiative and recommend the approval of this item accordingly.

**CORPORATE GOAL**

The Housing Choice Voucher ("HCV") Program requires adequate office space to provide participants and landlords full access to services such as, but not limited to, Community Forums, Landlord Workshops, Tenant Briefings, Family Self-Sufficiency Workshops, Family Obligations Training, and Inspection Requests.

**FUNDING**

General Fund, 2013-2014; Funding Code: 8000393520-4190-30

**LEASE AGREEMENT SUMMARY**

**Vendor:** A Safe Haven Foundation  
2750 West Roosevelt Road  
Chicago, Illinois, 60608

**Contract Type:** Lease Agreement

**Base Lease Agreement Period:** 3 years

**Base Lease Term:** 3/1/10 to 2/28/13

**Base Lease Agreement Amount:** \$512,990.49

**Option Period:** 2 one-yr. options

**1<sup>st</sup> Option Period and Fee Amount:** \$180,758.00

**1<sup>st</sup> Option Term:** 3/1/13 to 2/28/14

**Aggregate Lease Agreement Amount:** \$693,748.49

**Remaining Option Period:** One (1)

**GENERAL BACKGROUND**

CHA entered into an initial Lease Agreement dated February 5, 2010 with Chicago Christian Industrial League for approximately 7,544 square feet of space in an office building located at 2750 W. Roosevelt. The Lease commenced on March 1, 2010 for an initial term of three (3) years, with an option to extend for two (2) additional one-year periods.

The Board action recommended in this item complies in all material respects with all applicable Chicago Housing Authority board policies and all applicable federal (HUD) procurement laws.

The Acting Chief Housing Officer concurs with the recommendation to exercise the first year extension option of the Lease Agreement between A Safe Haven Foundation and Chicago Housing Authority ("CHA").

The CEO/President recommends the approval to amend the Lease Agreement with A Safe Haven for the purposes of exercising the first year extension option, with a Total Gross Rent amount not-to-exceed \$181,358.00 and \$400.00 for any fees assessed for additional services as provided for in the Lease for a total amount not-to-exceed \$181,758.00.

**RESOLUTION NO. 2012-CHA-96**

**WHEREAS**, the Board of Commissioners has reviewed the Board Letter dated November 14, 2012 entitled "AUTHORIZATION TO AMEND THE LEASE AGREEMENT WITH A SAFE HAVEN FOUNDATION TO EXERCISE THE FIRST YEAR EXTENSION OPTION";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners ("Board") authorizes the Chief Executive Officer or his designee to amend the Lease Agreement with A Safe Haven Foundation for the purposes of exercise the first year extension option. The Total Gross Rent for this extension option is in an amount not-to-exceed \$181,358.00 and \$400.00 for any fees assessed for additional services as provided for in the Lease for a total approval amount not-to-exceed \$181,758.00.

